

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice CRP-366

For: State and County Offices

Accepting and Rejecting Signup 20 Offers

Approved by: Deputy Administrator, Farm Programs



1 Overview

A

Background

All eligible CRP offers received during signup 20 were evaluated based on the summary score of 6 environmental factors and cost. 3.5 million acres were offered. CRP-1's resulting from these acceptable records will enroll 2.5 million acres, which will be effective for program year 2001. The national average cost per acre for enrolling this acreage is \$52.76 per acre.

Acceptable acres included:

- 156,046 wetland and associated acres
- 1.3 million acres located in conservation priority areas
- 1.6 million highly erodible acres
- an average EI of 12.7
- 699,722 acres with an average EI of 15 or more
- 122,864 acres of rare and declining habitat
- 64,564 acres of longleaf pine.

The maximum possible EBI score is 560 of which 410 points were for the 6 environmental factors and 150 points were for the cost factor.

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| Disposal Date | Distribution |
|-----------------|--|
| October 1, 2000 | State Offices; State Offices relay to County Offices and NRCS State Offices; FS, 20; CSREES, 5 |

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1 Overview (Continued)

A

Background (Continued)

As a result of this selection, approximately 420,000 acres will expire from contracts on September 30, 2000. Approximately 204,000 will continue under new contracts. Producers on these acres may need:

- technical assistance on preparing expiring CRP acreage for crop production
 - information regarding:
 - conservation compliance requirements
 - early land preparation policies
 - enrolling acreage in PFC after CRP-1 expires.
-

B

Purpose

This notice provides:

- instructions for accessing a list of acceptable and rejected offers, by county, for each offer transmitted for signup 20
 - instructions for handling errors, including technical redeterminations, omissions, and appeals
 - instructions for using an EBI calculator developed for State Office use with erroneous and omitted offers
 - a list of deadlines for completing certain activities regarding acreage offered during signup 20
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Continued on the next page

1 Overview (Continued)

B

**Purpose
(Continued)**

- additional guidance on policies regarding:
 - acreage revisions
 - withdrawing offers
 - erroneous SRR's
 - succession-in-interest
 - signature requirements for Native Americans
 - CP23, Wetland Restoration
 - maximum payment rate revisions
 - establishing CRP practices
 - 25 percent cropland limitation waivers
 - CRP and AMTA.
-

C

**Exhibit
Summary**

This table explains the contents of each exhibit.

| Exhibit | Explanation |
|---------|---|
| 1 | A timetable for completing tasks related to enrolling acreage offered during signup 20. |
| 2 | Acreage limitations that State Offices shall not exceed when reprocessing errors, omissions, and appeals. |

2 Offer Selection Overview

A

Selection Process All eligible signup 20 offers successfully transmitted from State Offices to KCMO by COB April 18, 2000, have been processed.

State Offices shall handle **eligible** signup 20 offers **not** successfully transmitted from State Offices to KCMO by COB April 18, 2000, as omitted offers and calculate the EBI score using the EBI calculator. See subparagraphs 4 B, 4 C, 4 E, and 4 G.

Omitted offers are timely-filed offers for which **all** eligibility requirements are met but were not transmitted to KCMO by COB April 18, 2000.

Important: Late-filed offers are **not** omitted offers. Both CRP-1 and CRP-2 must be completed and signed by an eligible producer and received in the County Office by the end of signup to constitute an offer. CRP-1 or CRP-2 alone does **not** constitute an offer.

All offers were ranked using the national ranking plan according to 2-CRP, Part 6, Section 2, and the national EBI using the formula, $EBI = N1 + N2 + N3 + N4 + N5 + N6 + N7$.

The maximum possible EBI score is 560 points, which was developed using:

- 410 points maximum for environmental factors N1 through N6
- 150 points maximum for cost factor N7.

Scoring parameters for N1 through N6 are in 2-CRP, Part 6, Section 2 and Exhibit 19. The score for N7 was calculated using 150 points for cost. This cost factor is comprised of the sum of 3 subfactors.

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2 Offer Selection Overview (Continued)

A

Selection Process (Continued)

Subfactor N7a is awarded points according to the formula, $N7a = 125 - (\text{per acre offer rate}/165 \times 125)$. This subfactor is rounded to the nearest whole number using normal rules of rounding. Therefore, the maximum points available for subfactor N7a is 125.

Subfactor N7b is awarded 10 points if the producer either declined cost-share assistance or all practices offered are ineligible for cost share. Subfactor N7b is awarded 0 points if the transmitted offer record, CRP-2, item 17 C, indicated **any** cost-share assistance would be provided.

Subfactor N7c is awarded 1 point for every **whole dollar** the producer offered below the calculated maximum payment rate, not to exceed 15 points.

Example: If the calculated maximum payment rate for an offer is \$50.75 per acre and the producer offered a rental rate of \$40 per acre, the offer would be awarded 10 points for subfactor N7c.

The score for the N7 factor is calculated using the formula, $N7 = (N7a + N7b + N7c)$.

Example: The cost factor (N7) calculation for an offer of \$40 per acre that requested cost-share assistance with a calculated maximum payment rate of \$50.75 is:

$$\begin{aligned} N7 &= (125 - (40/165 \times 125)) + 0 + 10 \\ N7 &= 105. \end{aligned}$$

Note: The rental rate per acre offered is the value from CRP-2, item 9.

For counties impacted by the county cropland limitation, see paragraph 8.

Continued on the next page

2 Offer Selection Overview (Continued)

B

National EBI Cutoff Score

Offers with an EBI score more than or equal to 246 points were determined basically acceptable. All other offers were rejected.

Exception: In several counties, the total number of acres determined acceptable plus the acres currently enrolled in CRP scheduled to expire after September 30, 2000 and WRP would have exceeded the county cropland limitation applicable to that county.

The offers determined acceptable in these counties, when combined with the existing CRP and WRP acreage, were limited to the authorized cropland limitation. As a result, some additional offers were rejected. The effective EBI cutoff level in these counties will be higher than the national cutoff level.

3 Accessing and Reviewing Offer Data Reports

A

Accessing Offer Data Reports

Beginning with signup 20, acceptable and rejected offer reports, and related total county cropland reports, will be posted on the Intranet and not included as exhibits to this notice. These reports will be available in MS Word file format and posted at the "State Office CRP Information Center" Intranet site at: <http://dc.ffasintranet.usda.gov/DAFP/cepdsto.htm>. County Offices shall access the following reports by selecting Option 10:

- Report 1, Acceptable and Rejected Offers
- Report 2, Additional Report Listing Offers in Counties Which Exceeded the Total County Cropland
- Report 3, Fourth Cycle Mainframe Validation Report (post-offer selection).

Note: State Offices shall provide all reports to any County Offices that do not have access or are unable to access the Intranet.

3 Reviewing and Changing Offer Data (Continued)

B

Reviewing Offer Data Reports

Before notifying producers about the results of the offer selection, County Offices shall compare the offer data in Report 1, Acceptable and Rejected Offers, for each record with the corresponding CRP-1 and CRP-2 data to ensure that:

- all offers transmitted by the County Office are listed in Report 1, Acceptable and Rejected Offers
- all the data on each offer record listed in Report 1, Acceptable and Rejected Offers, is correct.

Important: A second-party review **must** be conducted on **all** data on CRP-2, such as program year of CRP-1, all producer eligibility requirements, and EBI scoring data, before notifying producers of offer selection. Reviewer shall initial and date CRP-2 in the top right corner after adding "Post-ranking approval review". The program year for all signup 20 CRP-1's is 2001 with an effective date of October 1, 2000. See 2-CRP, paragraph 223.5.

4 Errors and Omissions

A Identifying Erroneous Records

Erroneous offer records include:

- any errors detected in ranking data elements
- changes on CRP-2 data elements, resulting from appeal or technical redeterminations.

Notes: Ranking data, which includes the rental rate per acre offered, maximum payment rate cost-share amounts, and the scores associated with each EBI factor N1 through N7, can affect whether an offer is rejected or accepted.

See subparagraph 5 C for correcting erroneous SRR's.

Any timely-filed offers found by County Offices to contain incorrect ranking data are considered erroneous. Changes in the CRP-2 data may result in the offer being ineligible, the EBI score increasing, or the EBI score decreasing.

Note: A fourth validation cycle was processed after offer ranking and selection processing to identify erroneous ranking data. State and County Offices shall review any erroneous records listed on these reports and process according to paragraph 4 before any producer notification.

B Identifying Omitted Records

Omitted records include:

- any timely-filed eligible signup 20 offer not successfully transmitted to KCMO by COB April 18, 2000, and listed on Report 1, Acceptable and Rejected Offers
- timely-filed offers, originally determined ineligible and not transmitted to KCMO, that are determined eligible through the appeals process or technical redeterminations.

Important: Late-filed offers are **not** omitted offers. Both CRP-1 and CRP-2 must be completed and signed by an eligible producer and received in the County Office by the end of signup to constitute an offer. CRP-1 or CRP-2 alone does **not** constitute an offer.

Note: Follow 1-APP for handling appeals.

Continued on the next page

4 Errors and Omissions (Continued)

C

Policy Regarding Errors and Omissions

For all **eligible** offers that were omitted and all offer records identified in Report 1, Acceptable and Rejected Offers, that are later determined erroneous, the State Office shall calculate the correct EBI score using the formula in subparagraph 2 A to determine whether the offer is acceptable. This includes all offers for which CRP-1 has **not** been approved, including those where the producers have been issued letters indicating the offer was acceptable. For errors detected after approving CRP-1, see 2-CRP, paragraph 243.

An EBI calculator was developed for use by State Offices to calculate the correct EBI score for omitted and erroneous offers. The EBI calculator:

- is available on the Intranet, according to subparagraph G
- must be used by State Offices for all omitted and erroneous offers. See subparagraph F.

Important: Before calculating the EBI score, State Offices shall ensure that the County Office entered the omitted offer or corrected the erroneous offer in the System/36 offer software. The County Office must submit a copy of Screen EPEA0430 to the State Office to verify that the omitted or corrected offer was entered into the System/36 offer software. See subparagraphs D and E. Erroneous and omitted offers must be entered into the System/36 offer software according to 1-CRP, but not transmitted to the State Office.

COC shall reject any offer that is determined to be unacceptable by the State Office, including offer records for which producers have been issued letters of acceptability. When offers are determined to be ineligible after CRP-1 has been approved, County Offices shall follow 2-CRP, paragraph 243.

Note: All Signup 20 erroneous and omitted offers must be processed by COB July 31, 2000. There is no deadline for processing offers determined eligible through the appeals process.

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4 Errors and Omissions (Continued)

D

County Office Action for Reprocessing Erroneous Offers

County Offices shall reprocess erroneous offers according to the following table.

| Step | Action |
|------|---|
| 1 | <p>FSA or NRCS, as applicable, shall:</p> <ul style="list-style-type: none">• correct the erroneous data on CRP-2• initial and date the corrections. <p>Note: CRP-2's with corrections that are not initialed and dated shall not be processed by the State Office.</p> |
| 2 | <p>Enter the corrected data into the System/36 offer software to ensure that all validation criteria are met.</p> |
| 3 | <p>Notify the State Office, in writing, of the error. Include:</p> <ul style="list-style-type: none">• the reason for the error• a copy of the original CRP-2 and CRP-1• a copy of corrected CRP-2• a copy of Screen EPEA0430 to verify that the corrected data was entered into the System/36 offer software. <p>Important: County Offices with offers rejected because of the 25 percent cropland limitation or other authorized cropland limitation must include the lowest acceptable EBI score for the county in the memorandum.</p> |

Note: Separate memorandums must be submitted for omitted offers and erroneous offers.

Continued on the next page

4 Errors and Omissions (Continued)

E

County Office
Action for
Processing
Omitted Offers

County Offices shall process omitted offers according to the following table.

| Step | Action |
|------|---|
| 1 | Ensure that all eligibility requirements have been met including offer being timely filed with appropriate signatures. |
| 2 | Enter the omitted offer into the System/36 offer software to ensure that all validation criteria are met. |
| 3 | <p>Notify the State Office, in writing, of the omitted offer. Include:</p> <ul style="list-style-type: none"> • the reason the offer was omitted • a copy of CRP-2 and CRP-1 • a copy of Screen EPEA0430 to verify that the offer was entered into the System/36 offer software. <p>Important: County Offices with offers rejected because of the 25 percent cropland limitation or other authorized cropland limitation must include the lowest acceptable EBI score for the county in the memorandum.</p> |

Note: Separate memorandums must be submitted for omitted offers and erroneous offers.

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4 Errors and Omissions (Continued)

F

State Office Action for Processing Errors and Omissions

State Offices shall process erroneous and omitted offers according to the following table.

Note: State Offices are only authorized to act on erroneous and omitted offers.

| Step | Action |
|------|--|
| 1 | <p>Ensure that all corrected erroneous offers and omitted offers were entered into the System/36 offer software by the County Office before being transmitted to the State Office.</p> <p>A copy of Screen EPEA0430 must be included with each corrected erroneous offer and omitted offer. State Offices shall not process any offer that does not include a copy of Screen EPEA0430 verifying that the offer was entered into the System/36 offer software.</p> |
| 2 | <p>For erroneous offers, recalculate the EBI score using the formula in subparagraph 2 A and the EBI calculator to determine whether the offer is basically acceptable. See subparagraph G.</p> <p>Note: State Offices shall return erroneous offers to the County Office without processing if the changes on CRP-2 are not initialed and dated.</p> <p>For omitted offers, calculate the EBI score using the formula in subparagraph 2 A and the EBI calculator to determine whether the offer is acceptable. See subparagraph G.</p> |
| 3 | <p>Compare the calculated EBI score to the minimum acceptable EBI cutoff score in subparagraph 2 B. For counties limited by the 25 percent cropland limitation or other authorized cropland limitation, compare the calculated EBI score to the lowest acceptable EBI cutoff score in the county.</p> <p>Note: Report 2, Additional Report Listing Offers in Counties Which Exceeded the Total County Cropland, provides County Offices with offers rejected because of the 25 percent cropland limitation or other authorized cropland limitation, a listing that sorts offers by EBI score to help these County Offices identify the applicable “lowest acceptable EBI cutoff score.”</p> |

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4 Errors and Omissions (Continued)

F
State Office
Action for
Processing
Errors and
Omissions
(Continued)

| Step | Action | |
|------|---|---|
| 4 | IF... | THEN... |
| | <p>all eligibility criteria are met, the calculated EBI score is equal to or greater than the applicable cutoff score for the county, and the State acreage allocation in Exhibit 2 contains sufficient acreage to accept the offer</p> <p>Notes: State Offices shall monitor the acceptability of erroneous and omitted offers to ensure that the acreage allocation is not exceeded. State Offices shall not increase the acreage allocation when producers determine to withdraw an offer or acreage is determined ineligible.</p> <p>Notify CEPD, if otherwise acceptable offers cannot be approved because of insufficient State acreage allocation.</p> | <p>notify the County Office of the acceptability of the erroneous or omitted offer.</p> |
| | <p>all eligibility criteria are not met or the calculated EBI score is lower than the applicable cutoff score for the county</p> | <p>notify the County Office that the offer is rejected.</p> |

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4 Errors and Omissions (Continued)

G

EBI Calculator

State Offices shall use the EBI calculator to process all omitted and erroneous offers according to the following table.

Important: State Offices shall sign and date the EBI calculator certification for each erroneous and omitted offer processed.

| Step | Action |
|------|---|
| 1 | Access the EBI calculator located on the Intranet at http://dc.ffasintranet.usda.gov/DAFP/cepdsto.htm , “State Office CRP Information Center,” by taking Option 3 and then clicking on the “Continue to EBI State Entry” link. |
| 2 | <p>After ensuring that the corrected erroneous offer or omitted offer was entered into the System/36 offer software by the County Office, enter the following information on the CRP SIGN-UP 20 screen:</p> <ul style="list-style-type: none">• State name• County name• tract number• producer name• offered acres (CRP-2, item 7)• maximum payment rate (CRP-2, item 34)• offered rental rate (CRP-2, item 9)• cost shares requested (Y or N from CRP-2, item 8). <p>Important: If CRP-2 is incomplete, the State Office shall return the offer to the County Office for completion, initials, and dates.</p> |
| 3 | <p>Enter the EBI National Ranking Factors for N1 through N6 from CRP-2, item 19.</p> <p>State Offices shall ensure that the scores awarded on CRP-2, items 19 through 23 are the same scores entered on Screen EPEA0430 from the System/36 offer software.</p> <p>After the rental rate per acre offered, maximum payment rate, and applicable cost share indicator are entered, the EBI calculator will calculate the N7 score. State Offices will not be able to override this amount.</p> <p>Important: If a County Office did not submit a copy of Screen EPEA0430 or the EBI scores on CRP-2 and Screen EPEA0430 are not the same, the State Office shall return the offer to the County Office for correction.</p> <p>After reviewing entries and making any necessary correction, press the “Calculate” button. If additional correction is necessary, press the “Back to Calculation Page” button.</p> |

Continued on the next page

4 Errors and Omissions (Continued)

G
EBI Calculator
(Continued)

| Step | Action |
|------|---|
| 4 | <p>After all entries are made, click on the “Print and Submit” button to print the certification page for signature.</p> <p>The signatory is certifying that:</p> <ul style="list-style-type: none"> • a copy of Screen EPEA0430 was submitted with the applicable offer • the rental rate per acre offered, maximum payment rate, and applicable cost share indicator entered into the EBI calculator are the same as provided on CRP-2 • the EBI National Ranking Factor scores for N1 through N6 entered into the EBI calculator are the same as provided on CRP-2, item 19, and Screen EPEA0430. |
| 5 | <p>Compare the calculated EBI score to the minimum acceptable EBI cutoff score in subparagraph 2 B. For counties limited by the 25 percent cropland limitation or other authorized cropland limitation, compare the calculated EBI score to the lowest acceptable EBI cutoff score in the county.</p> <p>Notify the County Office of the results according to subparagraph F, step 4.</p> <p>Note: If subsequent correction is needed for CRP-2 entered into the calculator, the previously entered information will be displayed for modification when the State, County, and tract number are entered.</p> |
| 6 | Repeat steps 2 through 5 for each CRP-2 to be processed. |

5 Policies Regarding Acceptable Offers

A

Acreage Revisions

Producers with acceptable offers are required to pay for measurement service to determine the actual acreage being enrolled in the program. Certain acreage adjustments are permitted to revise the estimated acreage on the producer's CRP-2 to the official or measured acreage before approving CRP-1.

Note: The boundary of the acreage offered and the acreage enrolled shall **not** change. See 2-CRP, paragraph 223.

In situations where timely measurement service is not possible, County Offices shall notify the producer that contract approval is pending measurement service. All measurement service is required to be completed as soon as possible, but no later than July 31, 2000.

B

Withdrawing Acceptable Offers

Producers have 30 calendar days from the date of CRP-23 to notify the County Office regarding whether to continue with the offer to participate. Partial withdrawals are **not** acceptable. If a producer fails to respond in 30 calendar days or chooses not to continue the offer, County Offices shall assess liquidated damages according to 2-CRP, paragraph 290. Waivers of liquidated damages are only authorized according to 2-CRP, paragraph 291.

Note: The producer is not required to notify the County Office in writing. The County Office shall note the producer's response in the CRP folder. See 2-CRP, paragraph 160.

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5 Policies Regarding Acceptable Offers (Continued)

C

Correcting SRR Errors

For acceptable offers, errors detected in SRR's, soil map acreages, or other errors in calculations used to determine the maximum payment rates for individual offers shall be corrected by the County Office. Producers shall be notified of the error and be provided an opportunity to:

- revise the CRP offer based on the corrected payment rate calculation, if the maximum payment rate changed
- withdraw the offer without assessment of liquidated damages.

If an erroneous SRR for the county was posted, the County Office shall:

- immediately correct the rate
- **not** retroactively apply the correction.

Note: The correct rate will apply for acreage offered for either continuous signup or any subsequent general signup after the error was detected.

D

Succession-in-Interest Policy

Succession-in-interest rights do **not** apply to CRP offers to participate, except for:

- immediate family members of the producer that submitted the offer
- a person, or entity, taking title to the land offered when the producer that submitted the offer dies.

Important: No modifications to the original offer are authorized. A successor shall **not** modify or revise the original offer.

Note: See 2-CRP, paragraph 278.

If the offer was submitted from multiple producers, and 1 of the producers die, the remaining producers can continue the offer and the person or persons acquiring the interest of the deceased may replace the deceased's interest.

Continued on the next page

5 Policies Regarding Acceptable Offers (Continued)

D

Succession-in-Interest Policy (Continued)

Notes: All other eligibility requirements shall apply to the successor.

No modifications to the original offer are authorized. Successor **cannot** modify or revise the original offer.

Immediate family members include parents, children, siblings, grandparents, adopted children, and spouse.

See 2-CRP, paragraph 278, for succession-in-interest to offers.

When acreage offered for CRP is sold after an offer is submitted and before CRP-1 is approved, the offer becomes void and shall be terminated, unless the:

- new owner is an immediate family member of the producer who submitted the offer
- person who submitted the offer is the operator who will continue to operate the property after ownership transfers.

Note: Liquidated damages do not apply when the offer is void because the acreage is sold.

E

Signature Requirements for Native Americans

The signature requirements in 2-CRP, paragraph 157, provide that the requirements for obtaining signatures apply, unless:

- a trustee of BIA representing the Native Americans owning the land signs on their behalf

Note: All CRP-1's signed by the BIA representative for Native Americans owning the land shall be reviewed by RA. COC shall **not** approve CRP-1 until RA determines that the required signatures have been obtained.

- a Native American has a restrictive 5-year BIA farm lease that has been extended according to BIA provisions.

It is not necessary to have Native Americans sign CRP-1 when BIA representative signs on their behalf.

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5 Policies Regarding Acceptable Offers (Continued)

F

CP23, Wetland Restoration

Participants that offered to devote acreage to CP23 must restore the functions and values of the wetland. Only cropped wetlands and the associated uplands not to exceed a 6 to 1 ratio are eligible to be devoted to CP23.

Note: A 1-time incentive payment equal to 25 percent of the cost of restoring the **hydrology** of the site is available. The calculation of the 1-time incentive payment does not include any cost related to the associated uplands.

See 2-CRP, paragraph 82 and Exhibit 9.

6 Policies Regarding Rejected Offers

A

Changing CRP-2 Data on Rejected Offers

Producers shall **not** be allowed to change any of the CRP-2 data, including the rental rate per acre offered or the practice offered, after the offer is determined rejected.

7 Establishing or Modifying CRP Practices and Other Conservation Measures

A

Policy

Planting timespans for each practice are included in 2-CRP, Exhibit 9. For structural practices that do not include planting timespans, the practice shall be implemented according to the schedule developed by NRCS as identified in the conservation plan.

Producers that offered to thin tree stands to enhance wildlife cover must complete the thinning within the first 3 years of CRP-1 effective date. See 2-CRP, Exhibit 19.

Certain producers agreed to conservation measures that maximized EBI points. All conservation plans must provide for practices and management measures consistent with:

- the offer
- standards and specifications for the practice.

Example: To obtain 50 points under EBI subfactor N1a, the producer offered to establish CP2 with a mixed stand of native grasses, forbs, shrubs, and legumes best suited for wildlife in the area. The conservation plan shall reflect the producer's agreement, such as a mixed stand of native grasses, forbs, shrubs, and legumes.

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Notice CRP-366

7 Establishing or Modifying CRP Practices and Other Conservation Measures (Continued)

B

Timing for New Acreage

2-CRP, subparagraph 210 B, provides that producers may begin establishing approved practices:

- after submitting the offer to the County Office
- when notified that CRP-1 has been approved.

Producers shall be notified that starting a practice before final approval of CRP-1 is at the producer's own risk.

Important: Cost shares shall **not** be paid unless CRP-1 is approved and the cover meets the standards and specifications of the practice.

C

Timing for Reoffered CRP Acreage

After the new CRP-1 is approved, producers who offered existing CRP acreage may immediately begin establishing approved practices without being considered in violation of the existing CRP-1. Participants may remove the existing cover if required in the conservation plan. However, the prohibition against commercial use continues to apply. Therefore, haying, grazing, and any other commercial use of the cover is prohibited unless otherwise authorized by DAFP.

Producers shall be notified that starting a practice before final approval of CRP-1 is at the producer's own risk.

D

Other Information About Conservation Plans

NRCS has the technical responsibility to develop conservation plans. For offers with CP10, CP11, or CP12, NRCS will substitute SCS LTP-11A with CPA-68 or other State-approved electronic forms.

Note: Service forester shall provide a tree planting and/or tree thinning plan for those practices that FS has technical responsibility to be included in the conservation plan.

8 County Cropland Limitation

A

Applying County Cropland Limit

Currently, all county cropland limitation calculations and waivers are based on the **administrative** location of the acreage. For counties that have met or exceeded the authorized county cropland limitation based on **administrative** location, offers for land that is **physically** located in another county may be processed only if the county where the land is physically located has **not** reached or exceeded the county cropland limitation and the EBI score for the offer is equal to or greater than the EBI cutoff score for that county.

Example: Orange County, Indiana, has met or exceeded the cropland limitation for that county. Mary Producer offered land that is **administratively** located in Orange County, but is **physically** located in Washington County, Indiana. Mary Producer's offer could be accepted if:

- Washington County has not reached or exceeded its cropland limitation
- accepting the offer would not cause Washington County's cropland limitation to be exceeded
- the EBI score is equal to or greater than the EBI cutoff score for Washington County.

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8 County Cropland Limitation (Continued)

A

**Applying County
Cropland Limit
(Continued)**

The county cropland limitation is applied to each applicable separate subcounty office based on the cropland in the subcounty area. The following counties are divided into 2 or more subcounty areas.

| Subcounty | State | Subcounty | State |
|--------------------|-------|-------------------|-----------|
| East Pottawattamie | Iowa | East Otter Tail | Minnesota |
| West Pottawattamie | | West Otter Tail | |
| | | East Polk | Minnesota |
| | | West Polk | |
| Houlton | Maine | North Saint Louis | Minnesota |
| Aroostook | | South Saint Louis | |
| Fort Kent | | East Lucas | Ohio |
| | | West Lucas | |

B

**Waivers of
25 Percent
Cropland
Limitation**

Acceptable offers, identified in Report 1, Acceptable and Rejected Offers, when combined with acreage under WRP easement, will not cause CRP and WRP enrollment to exceed the authorized percent of cropland in any county.

For CRP signup 20, Notice CRP-350, provided that STC's may submit requests for waivers of the 25 percent cropland limitation to DAFP if all requirements of 2-CRP, paragraph 255, are met and STC recommends approval. **STC's have no authority to approve a waiver of the 25 percent cropland limitation.**

State acreage allocations provided in Exhibit 2 shall not be used to allow counties to exceed the 25 percent cropland limitation. **All requests for waivers of the 25 percent cropland limitation for CRP or WRP must be submitted to DAFP.**

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8 County Cropland Limitation (Continued)

B

Waivers of 25 Percent Cropland Limitation (Continued)

For county cropland situations where there are multiple offers at the same EBI score, select the offers with the least expensive annual rental rate per acre. Approval of offers must not exceed the approved county cropland limitation.

Example: Decatur County, Indiana, has 250 acres remaining until it would exceed the approved county cropland limitation. There are 5 offers, all with the same EBI, that total 300 acres. The offers would be ranked by the per acre rental rate and selected in the following order.

| Offer | Acres on Offer | Remaining Acres |
|-------------------------|----------------|-----------------|
| | | 250.0 |
| Offer A - \$59 per acre | 95.0 | 155.0 |
| Offer B - \$64 per acre | 125.0 | 30.0 |
| Offer C - \$74 per acre | 55.0 | |
| Offer D - \$78 per acre | 20.0 | |
| Offer E - \$79 per acre | 5.0 | |

Accept offers A and B. Insufficient acreage would be available to accept offers C, D, and E.

9 CRP and AMTA

A

Policy

Before notifying any producer that an offer was determined acceptable, the County Office shall ensure that the farm's total PFC and CRP acreage, excluding marginal pastureland, does not exceed the farm's effective agricultural use land. PFC acreage may need to be reduced because of CRP participation. Farms with CAB's released from CRP must have sufficient cropland to enroll in PFC. See 1-PF.

10 Action

A County Office Processing of Acceptable and Rejected Offers

To process acceptable and rejected offers, County Offices shall:

- set workload priorities and plan office activities to devote all available resources to CRP
- access and review the offer data according to paragraph 3
- initiate State Office processing of any erroneous or omitted offers in the county according to subparagraphs 4 D and 4 E

Notes: All corrected erroneous offers and omitted offers must be entered into System/36 before being submitted to the State Office. A copy of Screen EPEA0430 must be submitted to the State Office with each offer.

County Offices with access to the Intranet may use the EBI calculator to calculate the total EBI score according to paragraph 2. This is only a tool to assist the County Office. All erroneous and omitted offers shall be submitted to State Offices for processing according to paragraph 4.

- conduct an eligibility review according to 2-CRP, paragraph 223
- conduct a second-party review of all CRP-2 data before notifying producers of acceptable offers including verifying the correct CRP-1 effective date of October 1, 2000

Note: See 2-CRP, paragraph 223.5.

Continued on the next page

10 Action (Continued)

A

**County Office
Processing of
Acceptable and
Rejected Offers
(Continued)**

- immediately notify producers of their acceptable and rejected offers, according to this notice using CRP-23 and CRP-26

Notes: See 2-CRP, Exhibit 12, for examples of CRP-23 and CRP-26.

Include the fact sheet regarding the continuous signup provisions with CRP-26.

See subparagraph C for additional procedure for rejected offers.

- upon request, release all general information used to calculate payment rates and EBI scores.

Note: This general information requirement does not include information about individual offers or producers that cannot be released under 2-INFO.

B

**County Office
Action for
Preparing CRP-1
for Approval**

To prepare CRP-1 for approval, County Offices shall:

- review 2-CRP, Part 10, for activities to complete before approving CRP-1
- ensure that practices accepted under continuous signup provisions, offered during signup 20, are recorded as signup 21 contracts
- **not** combine accepted offers for multiple tracts on the same CRP-1.

Note: Separate CRP-1's must be completed:

- if separate CRP-2's are completed
- for practices with different lifespans.

Important: Practice lifespan requirements provide that lifespans will equal the CRP-1 period for all contracts. Practices of different lengths require separate CRP-1's.

Continued on the next page

10 Action (Continued)

C

**County Office
Action for
Rejected Offers**

County Offices, with NRCS assistance, shall assist producers whose offers were not determined acceptable with:

- technical assistance for bringing acreage back into production
 - conservation compliance provisions
 - understanding how their offer could have been adjusted to be more competitive
 - information about enrolling in AMTA, if applicable.
-

D

**State Office
Action**

State Offices shall:

- set workload priorities and plan office activities to devote all available resources to CRP
 - according to paragraph 3, provide Report 1, Acceptable and Rejected Offers; Report 2, Additional Report Listing Offers in Counties Which Exceeded the Total County Cropland; and Report 3, Fourth Cycle Mainframe Validation Report, to any County Offices that do not have or are unable to access the Intranet
 - ensure that all applicable County Offices:
 - receive a copy of this notice
 - properly follow the processes contained in this notice
 - begin notification to producers immediately upon completing required actions as provided in this notice
-

Continued on the next page

10 Action (Continued)

D

**State Office
Action
(Continued)**

Note: Report County Offices that have not begun notification to producers according to subparagraph A and the reason to the Director, CEPD, Attn: Conservation Programs Branch, by noon eastern time on May 22, 2000.

- calculate the EBI score for any erroneous or omitted offers through July 31, 2000, according to subparagraphs 4 F and 4 G, and provide written notification to the applicable County Office of the determination

Note: State Offices shall access the EBI calculator according to subparagraph 4 G, step 1.

Important: State Offices shall not process any offer submitted that does not include:

- reason for the error or omission
 - copy of Screen EPEA0430 to verify the offer was entered into the System/36 offer software
 - initials and dates of corrections.
- ensure that the total acreage of errors and omissions does not exceed the authorized allocation in Exhibit 2.

After the Secretary's signup 20 announcement, additional information will be posted and may be obtained from the FSA home page on the Internet at: <http://www.fsa.usda.gov/dafp/cepd/crpinfo.htm>.

E

**NRCS
Concurrence**

NRCS National Office has concurred with this notice.

Key Completion Dates

Key dates in processing signup 20 offers are identified in this table.

| Action | Completion Date |
|---|---|
| County Offices shall review offers in Report 1, Acceptable and Rejected Offers, for erroneous and omitted records | Immediately |
| County Offices shall begin notifying producers with acceptable and rejected offers. | Immediately upon completing actions required in subparagraph 10 A |
| State Offices shall complete recalculations of EBI scores for erroneous and omitted records. | July 31, 2000 |
| Conservation plans must be completed and approved. | August 31, 2000 |
| CRP-1's must be approved and entered into System/36. | September 29, 2000 |

State Acreage Allocations for Errors, Omissions, and Appeals

The following table contains the acreage limitations that State Offices shall not exceed when reprocessing errors, omissions, and appeals.

| State | Acreage Allocation | State | Acreage Allocation |
|---------------|---------------------------|----------------|---------------------------|
| Alabama | 617 | Nebraska | 1,391 |
| Alaska | 25 | Nevada | 0 |
| Arizona | 0 | New Hampshire | 0 |
| Arkansas | 1,037 | New Jersey | 25 |
| California | 25 | New Mexico | 25 |
| Colorado | 916 | New York | 141 |
| Connecticut | 25 | North Carolina | 263 |
| Delaware | 25 | North Dakota | 16,710 |
| Florida | 107 | Ohio | 1,345 |
| Georgia | 447 | Oklahoma | 1,503 |
| Hawaii | 0 | Oregon | 977 |
| Idaho | 863 | Pennsylvania | 123 |
| Illinois | 2,150 | Puerto Rico | 25 |
| Indiana | 1,701 | Rhode Island | 0 |
| Iowa | 2,999 | South Carolina | 254 |
| Kansas | 5,447 | South Dakota | 7,283 |
| Kentucky | 643 | Tennessee | 604 |
| Louisiana | 221 | Texas | 2,061 |
| Maine | 58 | Utah | 634 |
| Maryland | 42 | Vermont | 0 |
| Massachusetts | 25 | Virginia | 98 |
| Michigan | 1,078 | Virgin Islands | 0 |
| Minnesota | 6,113 | Washington | 1,196 |
| Mississippi | 2,237 | West Virginia | 25 |
| Missouri | 1,651 | Wisconsin | 1,583 |
| Montana | 7,434 | Wyoming | 91 |